

HOW TO USE STATEWIDE CONTRACT HSP34, Laboratory Supplies and Minor Equipment

Contract #: HSP34

Contract Duration: 02/01/12 to 09/30/15

MMARS #: HSP34*

Options to renew: None

Contract Manager: Peter Etzel 617-720-3397 peter.etzel@state.ma.us

This contract contains: Supplier Diversity Office SDO Contractors & Prompt Payment Discount (PPD)

Last change date: 05/23/13

Contract Summary

This Educational, Healthcare, and Scientific Laboratory contract covers products commonly found in a catalog or on a price list and some related services. Items costing more than \$50,000 each are not covered, please use SWC HSP35 for such items. The products and services available include:

- laboratory supplies
- minor laboratory equipment
- furnishings used in an educational, healthcare, or scientific type laboratory
- installation and setup of minor equipment and furnishings

Benefits and Cost Savings

- **NEW** Scientific Educational Category better serves K-12 schools.
- Competitive Published net price lists on Comm-PASS allow buyers to compare prices.
- RFQ requirement for items not on the price lists to get best value.
- Vendors may offer additional market share or \$ volume discounts.
- Many SDP Plans are inclusive of subcontractors qualified to support a department for services under this contract and also helps a department to meet their SDP annual benchmarks.
- Vendors have local, regional, national and international experience and exposure.
- Vendors with catalogs must provide them at no cost to Purchasing Entities that request them.
- Vendors must work with a Purchasing Entity to provide free sample products when the Purchasing Entity is conducting product review or evaluation trials prior to purchase.
- Vendors must provide at no cost a reasonable level of technical support to Purchasing Entities.
- Vendors must arrange for Purchasing Entity training on products and respond to a request for training within ten (10) Calendar days of the request. When Continuing Education Credits are available for the training, the Vendor must make them available.

Who Can Use This Contract?

Applicable Procurement Law: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

Eligible Entities:

01. Cities, towns, districts, counties and other political subdivisions
02. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein;
03. Independent public authorities, commissions and quasi-public agencies
04. Local public libraries, public school districts and charter schools;
05. Public Hospitals, owned by the Commonwealth;
06. Public institutions of high education

- 07. Public purchasing cooperatives;
- 08. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
- 09. Other states and territories with no prior approval by the State Purchasing Agent required;
- 10. Other entities when designated in writing by the State Purchasing Agent.

Pricing and Purchase Options

Purchase Options: Purchases made through this contract will be direct outright purchases.

Massachusetts State Net Price Lists are posted on Comm-PASS under the Vendor tab for each vendor.

Quotes: The Purchasing Entity must contact a Vendor or Vendors on the Contract when a product is not on the Vendor's MA State Net Price List for a Quote in the form of a Net Price.

Recalls or Notices of Defects: The Purchasing Entity is to receive Vendor notice within 5 days to work together to maintain operations. The Purchasing Entity is not responsible for the cost to replace or repair the item.

Returns: The Purchasing Entity may return any item in original packaging and in saleable condition within thirty (30) calendar days of receipt of order unless at time of the order the Vendor clearly stated in writing that an item was not returnable. If the Purchasing Entity discovers concealed damage and notifies the Vendor within sixty (60) days of receipt, the item must be replaced or a credit issued. A wrongly shipped item received in error for which the Purchasing Entity notifies the Vendor within 60 calendar days of receipt must be replaced, credited, or repaid by check at the option of the Purchasing Entity. The Vendor is responsible for the shipping costs of all returns and restocking charges are not allowed under the Contract.

Delivery: Shipping is free for delivery within seven (7) calendar days of combined orders of \$50.00 or more in the same day to the same delivery address. A purchasing entity has the option of agreeing to special charges such as: a delivery charge of up to \$20.00 for orders under \$50.00, expedited (express or overnight) delivery, hazmat fees, drop shipping directly from a manufacturer or other source, or other special handling. All fuel charges or fuel surcharges are prohibited under this Contract.

Ordering: To ensure contract pricing, orders should include language that makes it clear the order is being placed under SWC HSP34.

Vendor List and Contract information

The available contractors are listed below. Supplier involvement in any of the following programs will have the appropriate three to four letter code at the end of the vendor listing. Programs include Small Business Purchasing Program (SBPP), Supply Diversity Office Certification (SDO, Formerly SOMWBA Certification), Supplier Diversity Program (SDP, Formerly AMP), Environmentally Preferable Products Program (EPP), and Prompt Pay Discount (PPD):

1. AB Sciex, LLC 877-740-2129, categories 4 and 5, SDP, no PPD
2. Biotage, LLC 704-654-4900 category 4, SDP, no PPD
3. Delta Education, LLC (Frey Scientific) 508 868-5132 all categories, SDP, PPD 1% within 10 days
4. Fisher Scientific 508-477-9762 all categories, SDP, PPD 1% within 10 days
5. Government Scientific Source 800-248-8030x160 categories 1 through 8, SDP, no PPD
6. Leica Geosystems 248-391-1366 category 5, SDP, PPD 2% within 10 days
7. Lipomed Inc. 617-955-1800 categories 1, 2, 3, and 5, SDP, PPD 3% within 10 days, 2% within 15 days, 1% within 20 days
8. Qiagen, Inc. 800-426-8157x22179 categories 2,3,4,5,and 7, SDP, PPD 1% within 10 days

9. Restek 800-356-1688x2316 category 5, SDP, PPD 15% within 10 days, 14% within 15 days, 11% within 20 days, 10% within 30 days
10. TransMed USA, Inc. 978-649-1970 categories 2,3,4,5,6, and 8, SBPP, SDP, PPD 1% within 10 days
11. VWR Funding - Sargent Welch 847-463-1180 category 9, SDP, PPD 1% within 10 days
12. VWR Funding - Ward's Natural Science 800-962-2660x308047 category 9, SDP, PPD 1% within 10 days
13. VWR International 678-288-3159 categories 1,2,4,6,7, and 8, SDP, PPD 1% within 10 days
14. Westnet Inc. 781-828-2011 categories 1,2,3,5,7, and 8, SDP, PPD 1% within 10 days, SDO
15. Wilkem Scientific. 800-766-5676x307 categories 1 through 8, SDP, PPD 2% within 10 days, SDO

Detailed vendor information is available on [Comm-PASS](#), click on the “Contracts” tab, in the Document Number box enter Document Number HSP34 (no spaces), click the “Search” button, the page looks almost the same – click on the underlined link “There are 1 Contract(s) found that match your search criteria”, click on the eyeglasses to the right of the HSP34 information, click on the “Vendor(s)” tab to see all vendors, and click on the eyeglasses to the right of any vendor of interest for detailed information.

The nine (9) product/service categories are:

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| 1. Chemicals | 2. Clinical products |
| 3. Clinical Diagnostics | 4. Equipment |
| 5. Forensic & Environmental | 6. Furnishings |
| 7. Microbiology | 8. Safety Products |
| 9. Scientific Educational Category NEW | |

NEW Scientific Educational Category number 9 is for the needs of the school age population grades K – 12, but is not limited to this use. This is a new category not specifically included in prior statewide contracts.

Strategic Sourcing Services Team Members

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Kathy Rufo	Tewksbury State Hospital	Kathy.Rufo@MassMail.State.MA.US
Paul Walsh	State Lab Institute	Paul.Walsh2@MassMail.State.MA.US

Summary of Where to Obtain Important Contract Information

To obtain in depth contract information please go to [Comm-PASS](#), click on “Contracts” then search by document number HSP34 to locate the following contract information:

Contract User Guide	“Forms & Terms” tab
RFR HSP34	“Forms & Terms” tab
Purchase Order form	“Forms & Terms” tab
Pricing	“Vendor” tab—bottom of Vendor page

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